



**UNITED STATES MARINE CORPS
SITE SUPPORT LAS VEGAS
23D MARINES
4TH MARINE DIVISION
5095 RANGE ROAD BLDG 1032
LAS VEGAS NV 89115**

IN REPLY REFER TO:

5800

I-I

3 Jan 20

From: (b)(6), (b)(7)c '8999 USMC
To: Commanding Officer, 23d Marine Regiment
Via: Inspector-Instructor, 23d Marine Regiment

Subj: COMMAND INVESTIGATION OF THE FACTS AND CIRCUMSTANCES
SURROUNDING THE ALLEGED MISUSE AND ABUSE OF THE GOVERNMENT
TRAVEL CHARGE CARD (GTCC) AND THE GTCC PROGRAM

Ref: (a) JAGMAN, Chapter II
(b) MCO 4600.40b
(c) DoDI 5154.31, Vol 4 June 2019

Encl: (1) Appointment Letter
(2) Email from (b)(6), (b)(7)c to (b)(6), (b)(7)c dated 19 Dec 2019
(3) Cardholder Statement from 6 Jan 2020 to 7 Sept 2018 ICO GySgt Julio Sanchez
(4) Cardholder Statement from 6 Jan 2020 to 7 Aug 2019 ICO (b)(6), (b)(7)c
(5) Article 31 rights and interview ICO GySgt Julio Sanchez
(6) Article 31 rights and follow up interview ICO GySgt Julio Sanchez
(7) Signed Statement from GySgt Julio Sanchez
(8) Article 31 rights ICO (b)(6), (b)(7)c (witness signature only)
(9) Account status change Screenshot form citidirect.com
(10) APC appointment letter ICO (b)(6), (b)(7)c
(11) GTCC Inspector General (IG) Checklist 30 Jul 2019
(12) Travel Card 101 training certificate ICO GySgt Julio Sanchez
(13) CitiDirect User Guide- Department of Defense Travel pages 17-18 "Mission Critical Status"
(14) Defense Travel Management Office Statement of understanding (SOU) ICO GySgt Sanchez
(15) Permanent Change in Station (PCS) orders ICO GySgt Sanchez
(16) 3270 Screenshot of (b)(6), (b)(7)c EAS
(17) Screenshot of VENMO homepage

PRELIMINARY STATEMENT

1. This reports the completion of the command investigation of the facts and circumstances surrounding the alleged misuse and abuse of a government travel charge card and the GTCC

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program. This inquiry was conducted in accordance with the references and enclosures (1) thru (17) to identify the fault or malicious intent with the alleged misuse and abuse of the GTCC program. There were difficulties collecting data directly from the personnel at Citi Bank and all data collected was collected through various agency program coordinators within the 23d Marine Regiment. These delays, did not significantly impact the process of the investigation and should be noted that statements were obtained thru 3rd party Agency Program Coordinators (APCs). The findings of the investigations will conclude that there was misuse of the GTCC, as well as multiple failures in accountability practices involving the GTCC accounts for both GySgt Julio Sanchez and (b)(6), (b)(7)c

FINDING OF FACTS

1. On 18 Dec 2019, GySgt Sanchez self-reported his misuse of his GTCC. Reporting initially that he had utilized \$2000.00 for personal use during his TAD to Advance Course. [encl (2)]
2. The command at Site Support in Baton Rouge immediately directed an audit of GySgt Sanchez' GTCC account and informed the 23d Marine Regiment command requesting a Command Investigation. [encl (2)]
3. After the audit was complete, it was found that GySgt Sanchez had been utilizing his GTCC regularly for questionable purchases. From the dates of 9 September 2019 to 14 Oct 2019 on 24 occasions totaling \$6,413.82 the card was utilized before departing for Advance Course. [encl (3)]
4. Transactions that are not made while on official travel orders are a direct violation of MCO 4600.40b which defines misuse of the GTCC as using the card for purchases of any kind while not on official travel even if the account is kept current. [Ref (b)]
5. Irregular activity should have been noticed on the "Account Activity Text File" one of five monthly reports managed by the APC. No historical record of this report was found with 1st and 2nd Platoon Truck Company APC. [encl (11)]
6. From 14 Sept 2019 to 19 Nov 2019, GySgt Sanchez transferred \$11,870.75 through the use of "VENMO". The intended recipient is not verifiable as VENMO is a third party money transferring service similar to PayPal that the Marine Corps does not have the ability to view or oversee. [encl (3), (17)]
7. On 3 Jan 2020, GySgt Sanchez submitted a statement confessing to the misuse of his GTCC stating that all VENMO transactions were to prepare for a PCS move and secure new living arrangements with first month, last month, security deposit and furniture purchases in San Diego. [encls (5), (7)]

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8. GySgt Sanchez was due to PCS to Camp Pendleton California with a check in date no earlier than 15 Mar 2020. [encl (15)]

9. GySgt Sanchez made two payments of \$900.00 to his GTCC account on 30 Sept 2019 and on 10 Oct 2019 before going TAD to Camp Pendleton for advance course. [encl (3)]

10. On 15 Oct 2019, GySgt Sanchez' GTCC account was changed to a Mission-Critical status by (b)(6), (b)(7)c No member of the chain of command was informed of the accounts changes and is required per MCO 4600.40b. [encl (2), (9)]

11. Accounts placed in Mission Critical status cannot be deactivated. Mission Critical travel is defined as travel by Government personnel under competent orders who experience mission-related circumstances that may prohibit the prompt payment of the outstanding travel card balance. [encl (13)]

12. GySgt Sanchez' account balance at the time its status changed to mission critical was \$5029.81. [encl (3)]

13. On 6 Jan 2020, GySgt Sanchez stated that he contacted (b)(6), (b)(7)c via phone to increase his card limits to \$10,000 midway through his advance course. GySgt Sanchez stated that he did not provide (b)(6), (b)(7)c with any justification or reason for the increase nor did (b)(6), (b)(7)c request justification. [encl (6)]

14. GySgt Sanchez completed the mandatory GTCC card holder training "Travel Card 101" on Feb 21, 2018. [Encl (12)]

15. GySgt Sanchez did not have a required GTCC statement of understanding (SOU) prior to his cards misuse. SOU's are required to be maintained by the APC per MCO 4600.40b. [encl (14)]

16. (b)(6), (b)(7)c was appointed as the APC for the GTCC program on 1 Nov 2018. [encl (10)]

17. As the appointed APC for the command he was directed to familiarize himself with the MCO pertaining to the GTCC program. [encl (10)]

18. Upon review of (b)(6), (b)(7)c GTCC, his account was discovered to have a balance of \$7,471.43. These Transactions are primarily comprised of Walmart purchases, Doordash, and reality companies dating from 4 Dec 2019 to 18 Dec 2019. [encl (4)]

19. Before being placed on legal hold, (b)(6), (b)(7)c separation date was 30 Dec 2019. [encl (16)]

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20. Before a members End of Active Service (EAS) date GTCC accounts are required to be deactivated with any balance needing to be settled before completing the separation per appendix B of MCO 4600.40b. [ref (b)]

21. (b)(6), (b)(7)c exercised his article 31 rights and did not make any statements regarding the sated of his or GySgt Sanchez' GTCC accounts. [encl (8)]

22. The current IG checklist gives authority to either the unit commander or the APC to be the final check on the monthly reports for audit purposes. [encl (11)]

OPINIONS

1. The GTCC program was able to be misused and abused to the extent that it was due to poor GTCC program management by the APC. Reports were not being worked in order to identify early, any potential misuse and abuse in the GTCC programs. [FF (5)]

2. GySgt Sanchez was aware he was misusing his card and of the excessive balance he was carrying on this GTCC base on large payments intended to bring down the balance prior to departing on TAD in October where his card would be needed. [FF (3), (9), (14)]

3. (b)(6), (b)(7)c was aware of the excessive balance on GySgt Sanchez' GTCC account and put his card into a mission-critical status to prevent interruption in card services. [FF (10), (11), (12)]

4. GySgt Sanchez issued a statement that all transactions issued to VENMO were to his partner or fiancée in order to secure living arrangements for an upcoming PCS with \$3000 first month, \$3000 last month, and \$3000 security deposit. This is justification is plausible however is approximately \$2780.00 dollars shy of what his Citibank statements indicates was transferred via VENMO. [FF (6), (7), (8)]

5. It is likely that (b)(6), (b)(7)c was attempting to utilize his GTCC for his upcoming EAS move as two of his large transactions during the Dec billing cycle were to reality companies. [FF (18)]

6. In the course of 14 days from 4-18 Dec 2019, (b)(6), (b)(7)c spent \$7,471.43 on his GTCC that was due to be turned off in the coming weeks, no later than 30 Dec. [FF (18), (19), (20)]

7. As the APC (b)(6), (b)(7)c should have been aware that of the balance of his card was not likely to be discovered due to poor account management by himself. Furthermore (b)(6), (b)(7)c should be aware that accounts with remaining balances and cannot be checked as the Marine Corps often has no authority over personnel after separation. [FF (4), (17), (19)]

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8. There is a lack of accountability for the APC in the GTCC program made possible by the current CGI checklist and allows for the APC to be their own check and balance for their card activity. [FF (22)]

9. In that the reports were not managed and maintained for the duration of (b)(6), (b)(7)c APC appointment it I cannot reasonably be proven that he willingly neglected the management of the GTCC program with the specific intent to misuse and abuse his GTCC on this occasion. The poor management of the account seems to be the trend and the attempt to misuse and abuse the GTCC appeared to be a crime of opportunity. [FF (5), (15)]

RECOMMENDATIONS

1. I recommend that the GTCC program be reviewed and the CGI checklist be revised to include a requirement for the APC to be reviewed and approved by the command before the card is issued.

(b)(5), (b)(6), (b)(7)c

(b)(6), (b)(7)c



UNITED STATES MARINE CORPS
23D MARINE REGIMENT
4TH MARINE DIVISION
900 COMMODORE DRIVE
SAN BRUNO, CA 94406

IN REPLY REFER TO:
5800
CO
19 Dec 19

From: Commanding Officer

To: (b)(6), (b)(7)c

/8999 USMC

**Subj: COMMAND INVESTIGATION OF THE FACTS AND CIRCUMSTANCES
SURROUNDING THE ALLEGED MISUSE AND ABUSE OF A GOVERNMENT
TRAVEL CHARGE CARD (GTCC) AND THE GTCC PROGRAM**

Ref: (a) JAGMAN, Chapter II

1. This appoints you, per chapter II of reference (a), to inquire into the facts and circumstances regarding the subject-line matters involving Gunnery Sergeant Julio Sanchez 1274270094/3529 USMC and (b)(6), (b)(7)c 0111 USMCR. This inquiry is your primary appointed duty until it is complete.

2. Investigate the events, circumstances and contributing factors surrounding the subject-line matters and report your findings of fact, opinions, and recommendations in letter form by no later than 17 January 2020, unless an extension of time is granted. All extensions must be recorded in your preliminary statement. If you suspect criminal acts have occurred (beyond military-specific crimes), please consult with the Office of the Staff Judge Advocate. Ensure you remain in compliance with the Privacy Act (safeguarding personally identifiable information) and Article 31 of the Uniform Code of Military Justice (informing the accused of their rights) during your investigation. If you have not previously done so, read the reference in its entirety before beginning your investigation

3. You may seek legal advice from (b)(6), (b)(7)c during the course of your investigation. You may seek clerical assistance from the S-1 section, 23d Marine Regiment.

(b)(6), (b)(7)c

ENCLOSURE (1)

(b)(6), (b)(7)c

From: (b)(6), (b)(7)c
Sent: Thursday, December 19, 2019 9:14 AM
To: (b)(6), (b)(7)c
Subject: FW: Misuse and Abuse of GTCC
Signed By: (b)(6), (b)(7)c
Importance: High

FYI

-----Original Message-----

From: (b)(6), (b)(7)c
Sent: Thursday, December 19, 2019 8:02 AM
To:
Cc: (b)(6), (b)(7)c

Subject: Misuse and Abuse of GTCC
Importance: High

Good morning sir,

As per our phone conversation, below are the SWs on the GTCC Misuse and Abuse inquiry.

BLUF

WHO: GySgt Sanchez, Julio
Active Duty
MOS: 3529 (Maintenance Chief)
(GTCC card holder in question)

WHAT: On 18 December 2019, GySgt Sanchez requested to speak to (b)(6), (b)(7)c
(b)(6), (b)(7)c GySgt Sanchez reported to the COC that he misused his GTCC. When ask how much and for what, the Marine replied with "\$2000 and for personal use"; not disclosing additional information. At that moment the I-I First Sergeant ceased the conversation and dismissed the Marine. Immediately after the conversation, the I-I instructed the new Admin Chief (b)(6), (b)(7)c to conduct a GTCC audit IAW MCO 4600.40B. The audit disclosed the following details:

-GTCC charges can be traced back to September 10, 2019 through December 18, 2019. (Note: GySgt Sanchez executed TAD orders from October 15, 2019-December 7, 2019: Advance Course, CA).

-The majority of the charges are not IAW MCO 4600.40B (plane tickets, hotels, money transfers, ATM withdrawals, etc).

-When speaking with Citibank, it was found that the former Administrative

Chief (b)(6), (b)(7)c reported the card "loss/stolen", increased the credit balance on the card from \$7,500 to \$10,000, and placed the card in Mission Critical Status until January 1, 2020 without proper authorization.

-The current account balance is \$12,386.92.

WHEN: Notification to the COC was made by the Marine on December 18, 2019. The GTCC misused was conducted between September-December 2019.

HOW: Unauthorized GTCC use and unauthorized APC handling.

WHY: GySgt Sanchez and (b)(6), (b)(7)c are in direct violation of MCO 4600.408. Administrative and/or Criminal adjudication is mandated by the MCO.

Actions taken by the Chain of Command:

- GTCC Audit and contacted Citi Bank
- Informed the I-I in Las Vegas and San Bruno; and informed the I-I SgtMaj.

Request from COC:

- We request for a Command Investigation to be conducted by an assigned Investigating Officer (outside the unit).
- For (b)(6), (b)(7)c to be placed on legal hold (b)(6), (b)(7)c EAS in on December 30, 2019 due to medical separation).
- For GySgt Sanchez's orders to be modified until the investigation is completed (Expected PCS date: Between February 14, 2020-March 15, 2020).

Sir, please let us know if you need any additional information or if you need us to take any additional action. Thank you in advance.

Very Respectfully,

(b)(6)

I & I First Sergeant
4th Degree Martial Arts Instructor Trainer
Force Fitness Instructor
Family Readiness Officer
1st/2d Platoon, Truck Co
23d Marine Regiment
Baton Rouge, LA
Office: 225-761-0368 ext: 67002
Cell: (b)(6), (b)(7)c

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Cardholder Statement

Cardholder JULIO SANCHEZ **Account Number** xxxxxxx9007898021
Product Type TRAVEL - Individually Billed **Statement Period** 12/07/2019 - 01/06/2020 **Statement Status** Interim
Default MAC

Tax Total \$ 0 00 **Statement Total** \$ 2,387 84




post date	tran date	last alloc date time	merchant	amount	status	type
12/12/2019	12/03/2019		RET CK PYMT A	\$ 240.00		
12/09/2019	12/06/2019		DOLLAR RENT A CAR	\$ 2,128.84		
12/12/2019	12/12/2019		RETURNED CHECK FEE	\$ 29 00		
--End of Statement--						

ENCLOSURE (3)

Cardholder Statement

Cardholder JULIO SANCHEZ **Account Number** xxxxxx9007898021
Product Type TRAVEL - Individually Billed **Statement Period** 11/07/2019 - 12/06/2019 **Statement Status** New
Default MAC

Previous Balance	\$ 9,805.87	Total Payments	\$ 2,837.71	Total Amount Due	\$ 9,989.08
Purchases	\$ 2,813.71	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 297.21	Other Credits	\$ 0.00	Statement Total	\$ 183.21
				Tax Total	\$ 0.00

post date	tran date	last alloc date time	merchant	amount	status	type
11/11/2019	11/07/2019		OCEANS ELEVEN CASINO	\$ 29.40		
11/11/2019	11/07/2019		C-STORE AREA	\$ 9.13		
11/11/2019	11/08/2019		PUMP SAN ONOFR	\$ 48.23		
11/11/2019	11/08/2019		C-STORE AREA	\$ 8.78		
11/14/2019	11/12/2019		PRIVATEER BAR	\$ 43.59		
11/15/2019	11/13/2019		PUMP SAN ONOFR	\$ 52.74		
11/15/2019	11/15/2019		SPLIT DISBURSEMENT PAYMEN	\$ -2,397.71		\$
11/18/2019	11/17/2019		VENMO	\$ 1,418.25		
11/20/2019	11/19/2019		VENMO	\$ 927.00		
11/22/2019	11/20/2019		PUMP SAN ONOFR	\$ 53.50		
12/02/2019	12/02/2019		PAYMENT RECEIVED - THANK	\$ -240.00		
12/05/2019	12/04/2019		COASTAL CONV.	\$ 202.35		\$
12/05/2019	12/04/2019		CASH ADVANCE FEE	\$ 4.86		
12/06/2019	12/04/2019		AGENT FEE	\$ 8.45		
12/06/2019	12/04/2019		PHO OCEANSIDE	\$ 15.64		

















—End of Statement—

ENCLOSURE (3)

Cardholder Statement

Cardholder JULIO SANCHEZ Account Number xxxxxx9007898021
 Product Type TRAVEL - Individually Billed Statement Period 10/05/2019 - 11/06/2019 Statement Status New
 Default MAC

Previous Balance \$ 3,162.74 Total Payments \$ 900.00 Total Amount Due \$ 9,805.87
 Purchases \$ 7,708.60 Previous Disputes N/A Current Disputes N/A
 Other Debits \$ 248.83 Other Credits \$ 414.30 Statement Total \$ 6,643.13
 Tax Total \$ 0.00

post date	tran date	last alloc date time	merchant	amount	status	type
10/07/2019	10/05/2019		VENMO	\$ 1,030.00		
10/07/2019	10/05/2019		VENMO	\$ 1,030.00		
10/07/2019	10/06/2019		VENMO	\$ 206.00		
10/08/2019	10/07/2019		TST ROTOLOS CRAFT & CRUS	\$ 18.80		
10/08/2019	10/07/2019		ALBASHA	\$ 10.94		
10/10/2019	10/09/2019		SOUTHWES	\$ 414.30		
10/11/2019	10/09/2019		AMERICAN AIR	\$ 415.99		
10/11/2019	10/09/2019		AGENT FEE	\$ 6.35		
10/11/2019	10/09/2019		SOUTHWES	\$ -414.30		
10/10/2019	10/10/2019		PAYMENT RECEIVED - THANK	\$ -900.00		
10/16/2019	10/14/2019		BAO VIETNAMESE KITCHEN	\$ 25.87		
10/16/2019	10/14/2019		SHELL OIL	\$ 23.42		
10/16/2019	10/15/2019		THAI TABLE TIME	\$ 40.48		
10/17/2019	10/15/2019		1021 - MOTEL	\$ 58.61		
10/17/2019	10/16/2019		VENMO	\$ 1,030.00		
10/21/2019	10/19/2019		SEVEN MILE CASINO RESTAUR	\$ 48.50		
10/21/2019	10/19/2019		PF CHANGS	\$ 164.27		
10/21/2019	10/20/2019		VENMO	\$ 813.70		
10/22/2019	10/20/2019		PUMP SAN ONOFR	\$ 53.99		
10/22/2019	10/21/2019		CASH ADVANCE FEE	\$ 5.83		
10/22/2019	10/21/2019		M A C K CAFE LLC	\$ 9.08		
10/22/2019	10/21/2019		CHASE	\$ 243.00		
10/28/2019	10/25/2019		VENMO	\$ 1,030.00		
10/29/2019	10/26/2019		PUMP SAN ONOFR	\$ 45.23		
10/28/2019	10/27/2019		VENMO	\$ 267.80		
10/29/2019	10/27/2019		FRAZIER FARMS MARKE	\$ 34.43		
10/28/2019	10/27/2019		VENMO	\$ 721.00		
10/29/2019	10/28/2019		M A C K CAFE LLC	\$ 7.68		
10/30/2019	10/28/2019		C-STORE AREA	\$ 4.84		
10/31/2019	10/30/2019		TST PIER VIEW COFFEE COM	\$ 6.41		
11/04/2019	11/01/2019		PUMP SAN ONOFR	\$ 20.00		
11/04/2019	11/02/2019		PUMP SAN ONOFR	\$ 49.17		
11/04/2019	11/02/2019		OCEANS ELEVEN CASINO	\$ 33.00		
11/05/2019	11/03/2019		FRAZIER FARMS MARKE	\$ 39.37		
11/04/2019	11/03/2019		TST MISSION AVENUE BAR A	\$ 49.37		






--End of Statement--

ENCLOSURE (3)

Cardholder Statement

Cardholder JULIO SANCHEZ Account Number xxxxxx9007898021
 Product Type TRAVEL - Individually Billed Statement Period 09/07/2019 - 10/04/2019 Statement Status New
 Default MAC

Previous Balance	\$ 0.00	Total Payments	\$ 900.00	Total Amount Due	\$ 3,162.74
Purchases	\$ 3,582.51	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 500.23	Other Credits	\$ 0.00	Statement Total	\$ 3,162.74
				Tax Total	\$ 3.69

post date	tran date	last alloc date time	merchant	amount	status	type
09/10/2019	09/09/2019		CYCLONE LAUN-	\$ 242.75		\$
09/10/2019	09/09/2019		WPY PHILLIPSBURG HS BOYS	\$ 50.00		
09/10/2019	09/09/2019		CASH ADVANCE FEE	\$ 5.83		
09/11/2019	09/10/2019		THE BULLDOG BATON ROUGE	\$ 17.75		
09/12/2019	09/11/2019		ALBASHA	\$ 9.08		
09/18/2019	09/14/2019		VENMO	\$ 1,236.00		
09/18/2019	09/17/2019		VENMO	\$ 927.00		
09/18/2019	09/17/2019		ALBASHA	\$ 9.75		
09/23/2019	09/21/2019		ALBERTSONS	\$ 45.65		
09/25/2019	09/24/2019		LOS ALVAREZ EXPRESS L	\$ 20.40		
09/28/2019	09/25/2019		ALBASHA	\$ 10.90		
09/27/2019	09/26/2019		VENMO	\$ 1,236.00		
09/30/2019	09/30/2019		PAYMENT RECEIVED -- THANK	\$ -900.00		
10/03/2019	10/03/2019		CASH ADVANCE FEE	\$ 1.52		
10/03/2019	10/03/2019		PAI ISO	\$ 63.25		\$
10/04/2019	10/04/2019		GEAUX TIGER -	\$ 182.50		\$
10/04/2019	10/04/2019		CASH ADVANCE FEE	\$ 4.38		

—End of Statement—

ENCLOSURE (3)

Cardholder Statement

Cardholder	JULIO SANCHEZ	Account Number	xxxxxx9007898021	Statement Status	New
Product Type	TRAVEL - Individually Billed	Statement Period	12/07/2018 - 01/04/2019		
Default MAC					

Previous Balance	\$ -283.89	Total Payments	\$ 0.00	Total Amount Due	\$ 0.00
Purchases	\$ 0.00	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 283.89	Other Credits	\$ 0.00	Statement Total	\$ 283.89
				Tax Total	\$ 0.00






post date	tran date	last alloc date	time	merchant	amount	status	type
12/18/2018	12/18/2018			RETURN FUNDS REQUEST #DR	\$ 283.89		
-End of Statement-							

ENCLOSURE (3)

Cardholder Statement

Cardholder JULIO SANCHEZ Account Number xxxxxx9007898021
 Product Type TRAVEL - Individually Billed Statement Period 11/07/2018 - 12/06/2018 Statement Status New
 Default MAC

Previous Balance	\$ 787.24	Total Payments	\$ 2,331.76	Total Amount Due	\$ -283.89
Purchases	\$ 1,260.83	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 0.00	Other Credits	\$ 0.00	Statement Total	\$ -1,071.13
				Tax Total	\$ 1.43

post date	tran date	last alloc date time	merchant	amount	status	type
11/06/2018	11/06/2018		STARBUCKS STORE	\$ 5.19		
11/07/2018	11/06/2018		SQ LA23 BBQ	\$ 17.43		
11/12/2018	11/08/2018		NGIS NEW ORLEA	\$ 1,080.00		
11/12/2018	11/08/2018		NGIS NEW ORLEA	\$ 109.00		
11/08/2018	11/08/2018		SQ MIKE'S SNACK SHOP	\$ 7.75		
11/09/2018	11/08/2018		CHILI'S METAIRIE	\$ 31.26		
11/23/2018	11/23/2018		SPLIT DISBURSEMENT PAYMEN	\$ -2,331.76		
















-End of Statement-

ENCLOSURE (3)

Cardholder Statement

Cardholder JULIO SANCHEZ Account Number xxxxxx9007898021
 Product Type TRAVEL - Individually Billed Statement Period 10/06/2018 - 11/06/2018 Statement Status New
 Default MAC

Previous Balance	\$ 0.00	Total Payments	\$ 0.00	Total Amount Due	\$ 787.24
Purchases	\$ 125.74	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 661.50	Other Credits	\$ 0.00	Statement Total	\$ 787.24
				Tax Total	\$ 0.00

post date	tran date	last alloc date time	merchant	amount	status	type
10/30/2018	10/29/2018		SQ MIKE'S SNACK SHOP	\$ 3.00		
10/30/2018	10/29/2018		SQ MIKE'S SNACK SHOP	\$ 4.75		
10/30/2018	10/29/2018		CASH ADVANCE FEE	\$ 7.27		
10/30/2018	10/29/2018		BELLE CHASSE	\$ 303.00		
10/31/2018	10/30/2018		SQ MIKE'S SNACK SHOP	\$ 8.25		
11/01/2018	10/31/2018		SQ MIKE'S SNACK SHOP	\$ 7.85		
11/01/2018	10/31/2018		CASH ADVANCE FEE	\$ 8.23		
11/01/2018	10/31/2018		BELLE CHASSE	\$ 343.00		
11/01/2018	10/31/2018		BURGER KING	\$ 7.81		
11/02/2018	10/31/2018		STARBUCKS STORE	\$ 8.41		
11/02/2018	10/31/2018		SHELL OIL	\$ 26.86		
11/02/2018	11/01/2018		SQ MIKE'S SNACK SHOP	\$ 7.80		
11/02/2018	11/01/2018		SQ MIKE'S SNACK SHOP	\$ 4.75		
11/02/2018	11/02/2018		GEISHA SUSHI - CLOVER	\$ 39.21		
11/05/2018	11/02/2018		SQ MIKE'S SNACK SHOP	\$ 7.25		

-End of Statement-

ENCLOSURE (3)

Cardholder Statement

Cardholder	JULIO SANCHEZ	Account Number	xxxxxx9007898021	Statement Status	New
Product Type	TRAVEL - Individually Billed	Statement Period	09/07/2018 - 10/05/2018		
Default MAC					

Previous Balance	\$ -20.96	Total Payments	\$ 0.00	Total Amount Due	\$ 0.00
Purchases	\$ 0.00	Previous Disputes	N/A	Current Disputes	N/A
Other Debits	\$ 20.96	Other Credits	\$ 0.00	Statement Total	\$ 20.96
				Tax Total	\$ 0.00

post date	tran date	last alloc date time	merchant	amount	status	type
09/18/2018	09/18/2018		CREDIT BALANCE REFUND#DR	\$ 20.96		
			-End of Statement-			

ENCLOSURE (3)

Cardholder Statement

(b)(6), (b)(7)c

Cardholder Statement

ENCLOSURE (4)

12/30/2019

Cardholder Statement

(b)(6), (b)(7)c



Cardholder Statement

(b)(6), (b)(7)c

ENCLOSURE (4)

12/30/2019

Cardholder Statement

(b)(6), (b)(7)c

Cardholder Statement

(b)(6), (b)(7)c



Cardholder Statement

(b)(6), (b)(7)c

3

3

ARTICLE 31 RIGHTS

Name EDIPI: Julio Sanchez EDIPI: 1274270094/3529 USMC Rank: Gunnery SergeantPMOS/BMOS: 3529 / 3529 Unit: Truck Co 23d Marine RegimentTelephone number: 225-761-0368

I have been advised that I may be suspected of the offense(s)

Article 92 (Failure to Obey Order or Regulation). In that from 6 September 2019 to 6 December 2019 you violated MCO 4600.40B with the misuse and abuse of your Government Travel Charge Card. By executing cash withdrawals from ATM's or banks when not related to official travel requirements, as well as exceeding authorized per diem limitations during a period of official travel.

And that:

- ☒ I have the right to remain silent.
☒ Any statement I do make may be used as evidence against me in trial by court martial.
☒ I have the right to consult with a lawyer counsel prior to any questioning. This lawyer counsel may be a civilian lawyer retained by me at my own expenses, a military lawyer appointed to act as my counsel without cost to me, or both.
☒ I have the right to have such retained civilian lawyer and/or appointed military lawyer present during this interview.
☒ I have the right to terminate this interview at any time.

WAIVER OF RIGHTS

- ☒ I further certify and acknowledge that I have read the above statement of my rights and fully understand them, and that:
☒ I expressly desire to waive my right to remain silent.
☒ I expressly desire to make a statement.
☒ I expressly do not desire to consult with either a civilian lawyer retained by me or a military lawyer appointed as my counsel without cost to me prior to questioning.
☒ I expressly do not desire to have such a lawyer present with me during this interview.
☒ This acknowledgment and waiver of rights is made freely and voluntarily by me, and without any promises or threats having been made to me or pressure or coercion of any kind having been used against me.

18290103
 GUNNERY SERGEANT SANCHEZ, JULIO
 (Member's signature and date)

1 20200103
 1st Sgt Rivera, Sigurd A.
 (Witness's signature and date)

Understanding my rights under U.C.M.J Article 31. I wish to make the following statement:

STATEMENT ATTACHED.

ENCLOSURE (5)

GySgt Sanchez:

Q When did you conduct your require GTCC training?

G-TCC Training was conducted upon checkin to Truck Company BR

Q Are you familiar with MCO 4600.40b GTCC?

I'm familiar with what the MCO 4600.40b is about

Q Do you understand what the purpose of the GTCC is in your own words explain?

I understand the government travel charge card is used for TAD and PCS or any other government travel.

Q Are you aware that in appendix A of the order, Misuse of the GTCC is defined as drawing an ATM advance while not in connection with official travel or using the card for purchases of any kind while not on official travel even if the account is kept current? I am aware misusing the GTCC while not in connection with official travel goes against the order

Q When did your official travel begin and what was the purpose of your travel?

Travel began Oct 14 purpose was to attend Advance School on Camp Pendleton.

Q From 6 Sep to 6 Dec you had a remaining balance of \$12,386.62 on your GTCC is that correct.

Yes, without processing my travel vouchers.

Q Did you ever question or not recognize any of the charges on your GTCC?

NO.

Q On 30 Sept a payment was made for \$900.00 to your account, did you initiate that transaction or payment? I made the payment to my GTCC

Q From 6 Sep to 15 Oct before you departed how many times did you use your GTCC?

21

Q What was the primary purpose for which you used your GTCC during this approximate month?

The primary purpose of the major transactions used with Verano was to secure a place with my partner 10 months rent, and security deposit. Everything else was misuse of my GTCC with a \$900 payment.

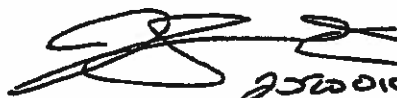
Q You GTCC statement has 3 transactions with Southwest Airlines on the 9th of Oct. 414.30, -414.30,

415.99. Did your original airline ticket purchase get declined?

Negative, Two tickets were purchased with my flight, I called to cancel one flight and the were credited back to my GTCC.

Q The following day your GTCC statement reflects a payment of 900 dollars made on the 10th of Oct. Was this payment made IOT reactivate your GTCC?

No, this payment was made to bring the balance on my GTCC down.


25200103 GySgt Sanchez

ENCLOSURE (5)

Q There are 13 transactions from 14 sept to 19 nov on your GTCC to a vender call VENMO, what is VENMO? Venmo is an app to transfer money from one account to another

Q What was the intent of using VENMO for the following occasions?

14-Sep \$1,236.00

17-Sep \$927.00

26-Sep \$1,236.00

5-Oct \$1,030.00

5-Oct \$1,030.00

6-Oct \$206.00

16-Oct \$1,030.00

20-Oct \$813.70

25-Oct \$1,030.00

27-Oct \$267.80

27-Oct \$721.00

17-Nov \$1,416.25

19-Nov \$927.00

All of these transactions were used to secure a place for my partner and I. First and last months rent and security deposit. Along with purchasing items for our new place in downtown San Diego. The money spent was going to be paid back with funds from my \$3,000 First
\$3,000 Last
\$3,000 Security Deposit

Q During the last 6 months did you have any issues with your GTCC?

Not to my knowledge, I haven't had any issues with my GTCC

Q Did you ask anyone for assistance in fixing any issues you had?

I called SSgt Simon to increase my limit on my GTCC,

Q What do you typically do when you have issues with your GTCC?

I contact my S-1 if I have any issues with my GTCC. No questions were asked as to why SSgt Simon did so willingly

Q Are there any extenuating circumstances you would like to note add to the record regarding the state of your GTCC account?

I never had any issues with my GTCC and had not misused my GTCC throughout my career. My intentions were to use my GTCC in accordance with my PCS, with the intentions of paying back my GTCC using my PCS travel funds.


G. J. Sanchez

2020 01 03

ENCLOSURE (5)

ARTICLE 31 RIGHTS

Name EDIPI: Julio Sanchez EDIPI: 1274270094/3529 USMC Rank: Gunnery SergeantPMOS/BMOS: 3529 / 3529 Unit: Truck Co 23d Marine RegimentTelephone number: 225-761-0368

I have been advised that I may be suspected of the offense(s)

Article 92 (Failure to Obey Order or Regulation). In that from 6 September 2019 to 6 December 2019 you violated MCO 4600.40B with the misuse and abuse of your Government Travel Charge Card. By executing cash withdrawals from ATM's or banks when not related to official travel requirements, as well as exceeding authorized per diem limitations during a period of official travel.

And that:

- [~~42~~] I have the right to remain silent.
 [~~42~~] Any statement I do make may be used as evidence against me in trial by court martial.
 [~~42~~] I have the right to consult with a lawyer counsel prior to any questioning. This lawyer counsel may be a civilian lawyer retained by me at my own expenses, a military lawyer appointed to act as my counsel without cost to me, or both.
 [~~42~~] I have the right to have such retained civilian lawyer and/or appointed military lawyer present during this interview.
 [~~42~~] I have the right to terminate this interview at any time.

WAIVER OF RIGHTS

- [~~42~~] I further certify and acknowledge that I have read the above statement of my rights and fully understand them, and that:
 [~~42~~] I expressly desire to waive my right to remain silent.
 [~~42~~] I expressly desire to make a statement.
 [~~42~~] I expressly do not desire to consult with either a civilian lawyer retained by me or a military lawyer appointed as my counsel without cost to me prior to questioning.
 [~~42~~] I expressly do not desire to have such a lawyer present with me during this interview.
 [~~42~~] This acknowledgment and waiver of rights is made freely and voluntarily by me, and without any promises or threats having been made to me or pressure or coercion of any kind having been used against me.

(Member's signature and date)

(Witness's signature and date)

Understanding my rights under U.C.M.J. Article 31, I wish to make the following statement:

Statement was given verbally. S.D.

S.D.

ENCLOSURE (6)

1STSGT HARTSUFF'S FOLLOW UP QUESTION TO INTERVIEW WITH GYSGT SANCHEZ
DATE: 200106

D READ ARTICLE 31 RIGHTS

1STSGT HARTSUFF: WHEN DID YOU REQUEST AN INCREASE TO YOUR GTRC?

GYSGT SANCHEZ: DID NOT KNOW SPECIFIC TIME STATED IT WAS REQUESTED
MID WAY THROUGH HIS ADVANCE COURSE.

1STSGT HARTSUFF: WHO DID YOU SPEAK TO IN THE S-1?

GYSGT SANCHEZ: SSGT SIMON

1STSGT HARTSUFF: WHAT JUSTIFICATION DID YOU GIVE FOR THE INCREASE?

GYSGT SANCHEZ: NO JUSTIFICATION WAS PROVIDED NOR DID SSGT SIMON
REQUEST ANY JUSTIFICATION

1STSGT HARTSUFF: HOW DID YOU CONTACT S-1?

GYSGT SANCHEZ: PHONE CONVERSATION

NEE



200106

ENCLOSURE (6)

I, Gunnery Sergeant Sanchez am willing to make a statement in regards to the situation regarding violation of Article 92. I have misused my Government Travel Charge Card in accordance with Appendix A in MCO 4600.40b before and during my trip to Advance School. Throughout this time I was preparing to attend Advance School and was in attendance of Advance School; in addition I was preparing for my PCS move. I knew that I would be relocating to the San Diego area and wanted to secure a place for my partner and I. I misused my GTCC to transfer funds to put a down payment on a new place and all that it entails (Security Deposit, 1st and last month's rent, and furniture). My intentions was to secure a new place to live and using the money I would receive for relocating to pay back my GTCC. I also made minor purchases on my GTCC for food and other small necessities, but still misused my GTCC because I went over the allowed per diem. While my card was active, I made two payments to my GTCC to bring the balance down.

Throughout my time here in Truck Company, Baton Rouge I have done so much to bring success to myself, my unit, and this institution I love. I did not mean to bring this situation upon myself, my leaders or our beloved Corps. I understand what I have done and take full responsibility for my actions. My plan to pay off the remaining balance on my GTCC was to use my relocation allowance to pay off the travel card, in the event I will not be able to execute orders, my plan was to make the most monthly payments possible without putting myself in the negative. I have always taken pride in wearing my uniform and setting the example for others to emulate, I know I made a mistake misusing my GTCC but I won't let this situation define me as a Marine and what I still have to offer this great Institution.


J. SANCHEZ

6781
00200103

ENCLOSURE (7)

ARTICLE 31 RIGHTS

Name EDIPI: (b)(6), (b)(7)c 0111 USMCR Rank: Staff Sergeant

PMOS/BMOS: 0111/0111 Unit: Truck Co 23d Marine Regiment

Telephone number: (b)(6), (b)(7)c

I have been advised that I may be suspected of the offense(s)

Article 92 (Failure to Obey Order or Regulation). In that from 6 September 2019 to 6 December 2019 you violated MCO 4600.40B aiding in the misuse and abuse of GySgt Julio Sanchez's Government Travel Charge Card. By failing to properly managing the APC duties associated with your billet and conducting necessary auditory practices to prevent misuse and abuse of the GTCC.

Article 92 (Failure to Obey Order or Regulation). In that from August 2019 thru December 2019 you violated MCO 4600.40B with the misuse and abuse of your Government Travel Charge Card. By executing cash withdrawals from ATM's or banks when not related to official travel requirements.

And that:

- ☐ I have the right to remain silent.
- ☐ Any statement I do make may be used as evidence against me in trial by court martial.
- ☐ I have the right to consult with a lawyer counsel prior to any questioning. This lawyer counsel may be a civilian lawyer retained by me at my own expenses, a military lawyer appointed to act as my counsel without cost to me, or both.
- ☐ I have the right to have such retained civilian lawyer and/or appointed military lawyer present during this interview.
- ☐ I have the right to terminate this interview at any time.

WAIVER OF RIGHTS

- ☐ I further certify and acknowledge that I have read the above statement of my rights and fully understand them, and that:
- ☐ I expressly desire to waive my right to remain silent.
- ☐ I expressly desire to make a statement.
- ☐ I expressly do not desire to consult with either a civilian lawyer retained by me or a military lawyer appointed as my counsel without cost to me prior to questioning.
- ☐ I expressly do not desire to have such a lawyer present with me during this interview.
- ☐ This acknowledgment and waiver of rights is made freely and voluntarily by me, and without any promises or threats having been made to me or pressure or coercion of any kind having been used against me.

REFUSED TO SIGN/ACKNOWLEDGE Rights

(Member's signature and date)

157SGT ALBERTA, S.I.

(Witness's signature and date)

Understanding my rights under U.C.M.J Article 31, I wish to make the following statement:

ARTICLE 31 Rights were read by 1st Sgt Hartsuff at 1121 (Central Time).
 SSgt Simon refused to acknowledge any of his rights and terminated his
 interview. He stated he wanted legal counsel through LCSS - Quantico (Capt Morano).
 NFE. 157SGT ALBERTA, S.I.

ENCLOSURE (8)

11:48

LT

AA

Maintenance Log Details

Card Ends In: xxxxxx9007898021

Name: JULIO SANCHEZ

Hierarchy: 20001 24000 34330 44325 54435 64108 00000

Requested Date: 10/14/2019

Requested Time: 12:50:30 PM

Account Status: V9 - CLOSED - Agency

Requested by: (b)(6), (b)(7)c

Field Name: Mission Critical Start Date

From Value:

To Value: 10/15/2019



**UNITED STATES MARINE CORPS
1ST AND 2D PLATOON
TRUCK COMPANY
23D MARINE REGIMENT, 4TH MARINE DIVISION
8110 INNOVATION PARK DRIVE, BUILDING 1, SUITE 301
BATON ROUGE, LA 70820**

**IN REPLY REFER TO:
4600
I-1
1 Nov 18**

From: Inspector-Instructor

To: (b)(6), (b)(7)c

0111 USMC

**Subj: APPOINTMENT AS ASSISTANT AGENCY PROGRAM COORDINATOR (APC) FOR
GOVERNMENT TRAVEL CHARGE CARD PROGRAM (GTCCP)**

Ref: (a) MCO 4600.40A

1. In compliance with the provisions of the reference you are appointed as the APC for:

**1st and 2d Platoon, Truck Company, 23d Marine Regiment
8110 Innovation Park Dr., Building 1, Suite 301
Baton Rouge, La 70820
Commercial (225) 761-0656, Extension 67010**

Email Address: (b)(6), (b)(7)c

Central Account Number: (b)(6), (b)(7)c

Corporate ID: (b)(6), (b)(7)c

HL1: 20001 DOD

HL2: 34000 Marine Corps

HL3: 34330 Marine Forces Reserve

HL4: 44325 4th Marine Division

HL5: 54435 23d Marine Regiment

HL6: 64108 1st and 2d Platoon, Truck Company

2. You will thoroughly familiarize yourself with, and be guided in the performance of your duties by the instructions contained in the reference.

3. This authority will be automatically cancelled upon your reassignment or transfer.

**Copy to:
MFR AOPC**

ENCLOSURE (10)

Inspectors General Checklist

GOVERNMENT TRAVEL CHARGE CARD PROGRAM (GTCCP) 4600

This checklist applies to all levels and types of commands.

Functional Area Sponsor: RFF

Subject Matter Expert: MSgt Joseph E. Morse
(DSN) 278-9139 (COML) 703-432-9061

Revised: 30 July 2019

Overall Comments: Place Here

Name of Command

Date

Inspector

Final Assessment

Discrepancies: Findings:

Subsection 1 - GTCCP INDIVIDUALLY BILLED ACCOUNT (IBA) (HIERARCHIES WITH NO CARDHOLDERS)

0101 Has the Commander or Director responsible for the management of the travel card program appointed an Agency Program Coordinator (APC) and alternate APC in writing to include mailing address, telephone number, email address, hierarchy number, and hierarchy level?
Note: If the Appointment is not signed by the Commander or Director responsible for the program, the APC must retain all copies of the Delegation of Authority letters on file for those individuals who have signed with "By Direction" authority.
Reference: DODI 5154.31(June 2019), Vol 4, par 040205 C; MCO 4600.40B, par 4b (2)(c); SecNav M-5216.5 (June 2015), chap 2

Result **Comments**

0102 Has the Commander ensured the mandatory APC training "Travel Card Program Management (APC Course)" was completed prior to assignment for all appointed APC? Has refresher training been completed every three years thereafter?
Reference: MCO 4600.40B, Par. 4b (2)(g); MCO 4600.40B, encl 1, appendix B, par 13; DODI 5154.31 (June 2019), Vol 4 , par 040801

Result **Comments**

0103 Do the APC and alternate have access to the card provider's Electronic Access System (EAS)?
Note: APC and alternate will demonstrate this to the inspector by successfully logging into EAS.
Reference: MCO 4600.40B, encl 1, appendix B, par 1c (2); DODI 5154.31 (June 2019), Vol 4 , par 041101

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

Result	Comments
0104	<p>Is the APC, HL3 and HL4, utilizing Visa IntelliLink rules, queries and case management/disposition capabilities to review travel card activity on no less than a monthly basis to identify potential misuse?</p> <p>Note: Must demonstrate successful login, last login, and reports of monthly management and responses to flagged and cased transactions.</p> <p>Reference: DODI 5154.31(June 2019), Vol 4, par 041405</p>
Result	Comments
0105	<p>Is the APC extracting, properly working and maintaining the required monthly DOD TRAVEL IBA AGING ANALYSIS SUMMARY report for all lower hierarchies?</p> <p>Note: This report identifies the reportable metrics for the command. The cycle date for the Marine Corps is the 6th of each month. A cycle-based subscription is available and recommended; ensure cycle selected is NA-06.</p> <p>Reference: MCO 4600.40B, encl 1, appendix B, par 4b(4)</p>
Result	Comments
Subsection 2-	GTCCP INDIVIDUALLY BILLED ACCOUNT (IBA) (HIERARCHIES WITH CARDHOLDERS)
0201	<p>Has the Commander or Director responsible for the management of the travel card program Appointed an Agency Program Coordinator (APC) and alternate APC in writing to include mailing address, telephone number, email address, hierarchy number and hierarchy level?</p> <p>Note: If the Appointment is not signed by the Commander or Director responsible for the program, the APC must retain all copies of the Delegation of Authority letters on file for those individuals who have signed with "By Direction" authority.</p> <p>Reference: DODI 5154.31(June 2019), Vol 4, par 040205 C; MCO 4600.40B, par 4b (2)(c); SecNav M-5216.5 (June 2015), chap 2</p>
Result	Comments
0202	<p>Has the Commander ensured the mandatory APC training "Travel Card Program Management (APC Course)" was completed prior to assignment for all appointed APCs? Has refresher training been completed every three years thereafter?</p> <p>Reference: MCO 4600.40B, par. 4b (2)(g); MCO 4600.40B, encl 1, appendix B, par 13; DODI 5154.31 (June 2019), Vol 4 , par 040801</p>
Result	Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

- 0203 Do the APC and alternate have access to the card provider's Electronic Access System (EAS)?
 Note: APC and alternate will demonstrate this to the inspector by successfully logging into EAS.
 Reference: MCO 4600.40B, encl 1, appendix B Par. 1c (2); DODI 5154.31 (June 2019), Vol 4 , par 041101
- Result Comments
- 0204 Has APC or CGIP conducted a GTCC internal program review been conducted every two years using the current USMC IG checklist? Have the results been documented and reported to the Commander and CPM (when there are findings of significant weaknesses found; e.g., something that will cause the program to be non-mission capable)?
 Reference: DODI 5154.31 (June 2019), Vol 4 , par 041004
- Result Comments
- 0205 Is the APC on Check-In/Check-Out sheets for all personnel? Are cardholders checking in/out with APC upon reporting to and/or departing a duty station or extended TDY location?
 Note: Commands will provide the inspector copies of cardholders' completed Check-In/Check-Out sheets for the months requested by the inspector to verify that the cardholders are Checking-In/Out with the APC.
 Reference: MCO 4600.40B, par. 4b (2)(e); DODI 5154.31 (June 2019) Vol 4 par 041104
- Result Comments
- 0206 Has the APC closed accounts (T1) on cardholders, both Civil Service and Military, who have Separated/Retired?
 Reference: MCO 4600.40B, encl 1, appendix B, par 9b
- Result Comments
- 0207 Is the APC pulling all GTCC accounts into their hierarchy immediately upon check-in for permanent personnel and personnel that are temporarily assigned (away from their PDS) in an excess (45 days or longer)?
 Note: This applies regardless of account balance or delinquency. If an account is cancelled/closed due to delinquency it cannot be transferred.
 Reference: MCO 4600.40B, encl 1, appendix B, par 1c(3)
- Result Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

0208 Is the APC extracting, properly working and maintaining the required monthly ACCOUNT LISTING report and filing for current plus two years?
Note: The APC must reconcile the Account Listing report with the unit's personnel rosters to identify accounts that do not belong. APC must also annotate the report so that the inspector can see how they are working the report. The cycle end date for the Marine Corps is the 6th of each month. A cycle-based subscription is available and recommended; ensure cycle selected is NA-06.
Reference: MCO 4600.40B, encl 1, appendix B, par 4b(1)

Result Comments

0209 Is the APC extracting, properly working and maintaining the required monthly ACCOUNT ACTIVITY TEXT FILE CD100T report and filing it for current plus two years?
Note: APC must annotate the report so that the inspector can see how they are working the report. ~~The unit commander or designated representative (APC) must review a minimum of 25% of accounts with activity to ensure that charges were made in conjunction with official travel.~~ Sample must increase to 50% if there is any suspected misuse/abuse. The cycle end date for the Marine Corps is the 6th of each month. A cycle-based subscription is available and recommended; ensure cycle selected is NA-06.
Reference: MCO 4600.40B, encl 1, appendix B, par 4b(2) DODI 5154.31 (June 2019)

Result Comments

0210 Is the APC, HL3 and HL4, utilizing Visa IntelliLink rules, queries and case management/disposition capabilities to review travel card activity on no less than a monthly basis to identify potential misuse?
Note: Must demonstrate successful login, last login, and reports of monthly management and responses to flagged and cased transactions.
Reference: DODI 5154.31 (June 2019), Vol 4, par 041405

Result Comments

0211 Is the APC extracting, properly working, and maintaining the required monthly DECLINED AUTHORIZATION Report?
Note: APC must annotate on the report corrective action taken with follow-on information for possible misuse and abuse inquiries.
Reference: DODI 5154.31 (June 2019), Vol 4, par 041402C

Result Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

- 0212 Is the APC extracting, properly working, and maintaining the required monthly DELINQUENCY REPORT-HIERARCHY?
Note: APC must annotate on why each cardholder is delinquent and steps to resolve the delinquency.
Reference: DODI 5154.31 (June 2019), Vol 4, par 041402D.
- Result Comments
- 0213 Is the APC extracting, properly working, and maintaining the required monthly DOD TRAVEL IBA AGING ANALYSIS SUMMARY report?
Note: This report identifies the reportable metrics for the command. The cycle date for the Marine Corps is the 6th of each month. A cycle-based subscription is available and recommended; ensure cycle selected is NA-06.
Reference: MCO 4600.40B, encl 1, appendix B, par 4b(4)
- Result Comments
- 0214 Does the APC ensure that all cardholders are informed of policy and procedure changes to the GTCCP?
Note: APC must provide proof to the inspector demonstrating how they are distributing the information to their cardholders.
Reference: MCO 4600.40B, par 4b(3)(d); MCO 4600.40B, encl 1, appendix B, par 13
- Result Comments
- 0215 Is the APC leaving all accounts activated, unless otherwise directed by commander for cardholder accounts with questionable history i.e. fraud, misuse, abuse, delinquency history?
Reference: DODI 5154.31 (June 2019), Vol 4 040103
- Result Comments
- 0216 Is the Commander or Director responsible for the management of the travel card program notified of cardholders who have misused/abused their account?
Note: APC must be able to provide the inspector with proof of notification.
Reference: DODI 5154.31 (June 2019), Vol 4, par 041005; MCO 4600.40B, encl 1, appendix B, par 4b (2).
- Result Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

0217 Did the APC contact the delinquent cardholder and the cardholder's supervisor that the cardholder's GTCC account was going to be suspended in 15 days if the travel card vender does not receive full payment of all undisputed charges? Does the APC have a record of the supervisor's notification and related correspondence?
Note: APC can use the Delinquency Report or the Pre-suspension report to identify these cardholders. All pre-suspension notifications and supporting documents must be retained for at least two years along with the report used to identify the account.
Reference: DODI 5154.31 (June 2019), Vol 4 , par 041103 and 041301

Result Comments

0218 Does the APC complete, properly distribute, and file a copy of the 60, 90, and 120 day delinquency notifications as well maintaining the returned copy containing the cardholder's signature/acknowledgement of receipt. An email read receipt to a DOD email address is acceptable acknowledgment of receipt/deliverance of the 60, 90, 120 letter.
Note: All delinquency notifications and supporting documents must be retained for at least two years along with report used to identify the account.
Reference: MCO 4600.40B, encl 1, chap 2, par 6b (3) and appendix B, par 5 and DODI 5154.31 (June 2019), Vol 4 , par 041103

Result Comments

0219 Does the APC have a "Programs & Policies – Travel Card Program (Travel Card 101)" training certificate on file for all cardholders in the hierarchy 3 years of age or less based on training completion date? Note: Cardholders can pull certificates from their DTMO Trax training transcript.
Reference: MCO 4600.40B, par 4b (3)(c) and encl 1, appendix B, par 13

Result Comments

0220 Does the APC have a properly completed Statement of Understanding, 3 years of age or less based on cardholder signature/date, on file for all cardholders in the hierarchy?
Note: A properly completed SOU has all blocks initialed/checked, APC name & phone number, applicants printed name and signature, supervisors printed name and signature, and is dated. Electronic signatures may be used in lieu of manually signed/dated forms.
Reference: DODI 5154.31 (June 2019), Vol 4, par 040802; MCO4600.40B, encl 1, appendix B, par 2(a).

Result Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

0221 Is access to cardholder information restricted (Privacy Act) (i.e, locked cabinet, password protected, or electronically CAC protected).
Note: Only the Commander or Director responsible for the management of the travel card program and designated personnel will have access to cardholder information.
Reference: MCO 4600.40B; par 4b (2)(k)

Result Comments

Subsection 3- CENTRALLY BILLED ACCOUNT (CBA)/UNIT TRAVEL CARD (UTC)

0301 Has the Commander designated all key personnel (Agency Program Coordinator, Cardholders, and Approving Official) in writing to include mailing address, telephone number, email address, hierarchy number and hierarchy level?
Reference: MCO 4600.40B, encl 1, chap. 3, par 1b and encl 1, appendix D (example d-12), DODI 5154.31 (June 2019), Vol 4, par 040206

Result Comments

0302 Does the Commander have on file Statements of Understanding or a return endorsement from all key personnel acknowledging their role and responsibilities within the program?
Note: Statement of Understanding must be resigned within 3 years of initial signing and every three years thereafter.
Reference: DODI 5154.31 (June 2019), Vol 4 , par 041103 and 040207

Result Comments

0303 Does the APC notify the USMC CPM when APCs or cardholders are no longer assigned to the command due to retirement, PCS, deceased, etc?
Note: APC must be able to provide the Inspector with proof of notification.
Reference: MCO 4600.40B, encl 1, appendix C, par 18

Result Comments

0304 Is the commander notified of cardholders who have misused/abused their account? When was he/she notified?
Note: APC must be able to provide the inspector with proof of notification.
Reference: MCO 4600.40B, encl 1, appendix B, par 4b (2)

Result Comments

0305 Is access to cardholder information and CBA cards restricted (Privacy Act)?
Note: Only Commander designated personnel will have access to cardholder information and CBA cards not in use. CBA plastic cards

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

must be maintained in a limited access safe not maintained by the cardholder due to these cards being Government liability cards.
Reference: MCO 4600.40B, par 4b (2)(k)

Result	Comments
0306	Has the APC/UTC holder or appointed designee completed the required APC/Cardholder training? Reference: MCO 4600.40B, par 4b (2)(g) and 4b (3)(c)
0307	Does the commander or appointed designee have a DD 577 "Appointment/Termination Record- Authorized Signature" on file and verified for all Certifying Officials? Reference: MCO 4600.40B, encl 1, appendix C, par 16
0308	Does the commander or appointed designee maintain proper separation of duties between CBA charge card program officials (AO/CO, APC, Cardholders)? Note: APC and cardholder cannot be the Certifying or Approving Official. Reference: MCO 4600.40B, encl 1, appendix C, par 20 and 21
0309	Does the commander or appointed designee retain all payment records and substantiating documents for 10 years as required? Note 1: Inspector will audit a sample of several payments to ensure that the retained payment documents contain at least all of the receipts, orders, or command authorization letter authorizing the transition (must have who, what, where, and why), Citi statement, and proof of payment amount. Note 2: This only applies to units who do not reconcile their accounts through HQMC. Reference: DODFMR Vol 1, chap 9, Vol 10
0310	Does the commander or appointed designee ensure all charges placed on a CBA are authorized and in accordance with DOD travel regulations? Note: Inspector will review a sample of the cardholder's statements to ensure that the charges are in accordance with DOD travel regulations. Reference: MCO 4600.40B, encl 1, appendix C, par 7a-c
Result	Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.

- 0311 Is the APC extracting, properly working, and maintaining the required monthly DECLINED AUTHORIZATION Report?
 Note: APC must annotate on the report corrective action taken with follow-on information for possible misuse and abuse inquiries.
 Reference: DODI 5154.31 (June 2019), Vol 4 , par 041402C
- Result Comments
- 0312 Is the APC extracting, properly working, and maintaining the required monthly CBA DELINQUENCY REPORT?
 Note: APC must annotate on the report why each cardholder is delinquent and steps taken to resolve the delinquency.
 Reference: DODI 5154.31 (June 2019), Vol 4 , par 041403B
- Result Comments
- 0313 Is the APC extracting, properly working, and maintaining the required monthly DOD TRAVEL CBA AGING ANALYSIS SUMMARY report?
 Note: This report identifies the reportable metrics for the command. (Do not extract until the last post-date in CCRS is the 27th. A cycle-based subscription is available and recommended; ensure cycle selected is NA-27.
 Reference: DODI 5154.31 (June 2019357357), Vol 4 , par 041403C
- Result Comments
- 0314 Is the APC date stamping and initialing the CBA invoice when it's received?
 Note: This only applies to units who do not reconcile their accounts through HQMC.
 Reference: MCO 4600.7, chap 5, par 7(a)
- Result Comments
- 0315 Is the APC utilizing the credit card vendor's website to download monthly statements and properly manage CBA accounts?
 Note: This only applies to units who do not reconcile their accounts through HQMC.
 Reference: MCO 4600.7, chap 5, par 6(b)
- Result Comments

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.



DEFENSE TRAVEL MANAGEMENT OFFICE

This certifies that
JULIO SANCHEZ

has successfully completed

Programs & Policies - Travel Card Program (Travel Card 101) [Mandatory]
on
Feb 21, 2018



ENCLOSURE (12)



Step	Action
4.	Search for an account or cardholder by using the search options provided. Note: Available qualifiers for the Last Name and First Name fields include equals, starts with, ends with and contains. The contains qualifier can act as a wildcard filter.
5.	Click the search button. <i>The search results display at the bottom of the screen.</i>
6.	Click the account number link to the left of the desired cardholder. <i>The Modify Account screen for the selected account or cardholder displays.</i>
7.	Scroll to the bottom of the screen to view the available button options. Locate the button labeled activate now or deactivate now. If the button is labeled activate now, go to Step 8. If the button is labeled deactivate now, go to Step 10.
8.	To activate the account, click the activate now button. <i>A pop-up message displays asking "Are you sure you want to Activate the account?"</i> Note: All required fields must be completed in order to submit the activation. Required fields are marked with an asterisk (*).
9.	Click OK to proceed with the activation. <i>The confirmation screen displays.</i>
10.	To deactivate the account, click the deactivate now button. <i>A pop-up message displays asking "Are you sure you want to Deactivate the account?"</i> Note: All required fields must be completed in order to submit the deactivation. Required fields are marked with an asterisk (*).
11.	Click OK to proceed with the deactivation. <i>The confirmation screen displays.</i>

Assign Mission Critical Status

Overview

Use this procedure to place an account in Mission Critical status.

Key Concepts

Mission Critical travel is defined as travel by Government personnel under competent orders who experience mission-related circumstances that may prohibit the prompt payment of the outstanding travel card balance.

The account can be placed in Mission Critical for at least one of the following reasons:

- The account holder will be engaged in an activity in a remote location and cannot file an interim voucher.
- Cardholders who through no fault of their own cannot pay the bill.
- The account holder is in an area where pay activity is not available – they are not able to file an interim voucher and mailing an interim voucher is unfeasible due to operational limitations.
- The account holder cannot file an interim voucher due to the nature of the mission (cannot be identified as a Government employee).

An account cannot be in a deactive status when placing it in Mission Critical status.

ENCLOSURE¹⁷ (13)



AOPCs Hierarchy Level 4-7 can place account in Mission Critical status for up to 120 days in CitiDirect. Requests that extend past 120 days must be made by Hierarchy Level 3 CPM.

Once Mission Critical expires on an account, the cardholder has 60 days to pay the outstanding balance before adverse actions are taken against the account.

Mission Critical is a non-real-time function. Once completed, this process will take effect on the next business day.

Fields marked with the (\$) symbol are not real-time fields. Fields marked with the (#) symbol indicate a maintenance request has been submitted but not yet processed. Fields with no symbol are updated in real time.

Step-by-Step Instructions

To Place an Account in Mission Critical Status:

Step	Action
1.	From the Card Management Home screen, click the Card Management tab.
2.	Click the Account Management sub-tab.
3.	Click the Modify Account sub-tab. <i>The Modify Account screen displays.</i>
4.	Search for an account or cardholder by using the search options provided. Note: Available qualifiers for the Last Name and First Name fields include equals, starts with, ends with and contains. The contains qualifier can act as a wildcard filter.
5.	Click the search button. <i>The search results display at the bottom of the screen.</i>
6.	Click the account number link to the left of the desired cardholder. <i>The Modify Account screen for the selected account or cardholder displays.</i>
7.	Scroll to the controls section. In the Mission Critical Start Date field, type the date the account will enter Mission Critical status.
8.	In the Mission Critical End Date field, type the date the Mission Critical status will expire.
9.	Click the submit button at the bottom of the screen. <i>A pop-up message displays advising "The mission critical would take effect the night of the mission critical start date."</i> Note: All required fields must be completed in order to submit mission critical status. Required fields are marked with an asterisk (*).
10.	Click the OK button. <i>The confirmation screen displays.</i>

DEFENSE TRAVEL MANAGEMENT OFFICE

April 2019



STATEMENT OF UNDERSTANDING (SOU)

The Government Travel Charge Card (GTCC) is mandated to be used by DoD personnel to pay for authorized expenses when on official travel unless an exemption is granted. This includes temporary duty travel (TDY), and, per Component guidance, permanent change of station (PCS) travel.

Cardholder must check off each item below.

I understand that I am being directed to:

- Use my card only for expenses incurred by me for official travel and if applicable for my dependents.
- Confirm receipt of my GTCC upon delivery.
- (b)(6) Ensure that my card is activated by my APC prior to ticketing and travel.
- Pay all my undisputed charges by the due date on my billing statement, regardless if my travel voucher has been processed.
- Use split disbursement to pay for all outstanding charges.
- Charge my official expenses to the GTCC wherever possible rather than use cash withdrawals or other form of payment.
- File my travel voucher within five working days after completing my travel.
- Obtain tax exemption information prior to my trip from <https://smartpay.gsa.gov/content/state-tax-mation>.
- Keep my account number, expiration date and contact information updated in DTS.
- Update my contact information with the travel card vendor, when necessary.
- Notify the travel card vendor, and my APC, if my GTCC is lost or stolen.
- Complete "Travel Card 101" training initially, and refresher training every three years thereafter.
- Complete a "NEW" SOU upon arrival at each new duty assignment, or every three years.

I understand that:

- Disputes must be submitted within 60 calendar days from the statement date.
- If I misuse the card, I will be subject to administrative or disciplinary action.
- Cash withdrawal fees are part of incidental expenses and not separately reimbursable.
- Online, and mobile, access to my account is available at citimanager.com.

For additional information on the Travel Card, refer to your APC and the DoD GTCC Regulations (<https://www.defensetravel.dod.mil/Docs/regulations/GTCC.pdf>).

APC's Name: (b)(6) _____ APC's Phone Number: (b)(6), (b)(7)c _____

(b)(6), (b)(7)c

ENCLOSURE (14)



MARINE CORPS BASIC ORDER

RANK: GYSGT

NAME: JULIO SANGHEZ

BDIP: 1274270094

BMOS: 3529

MGG: SKB

PRESENT COMMAND: 1ST/2D PLT/1TRUCK GO 23DMAR 4TH MARDIV BATON ROUGE LA

HQMC ORDER DETAILS - 20200103

FMCC:

1YB

FUTURE COMMAND:

H & S CO 7TH ESB 1ST MLG CAMP
PENDLETON CA

TOUR:

36 MONTHS, CONUS (OPERATIONAL-
FROM/WITHIN CONUS)

REPORT NO EARLIER THAN:

ESTIMATED DETACH DATE
20200315

REPORT NO LATER THAN

20200414

BILLET

3529, E7

THIS IS A VOLUNTARY ASSIGNMENT.

20200103 - Modification

MODIFICATION

1. DIRECT AND TRANSFER MARINE TO PROCEED AND REPORT NOT LATER THAN 14 APR 2020 AND REPORT NOT EARLIER THAN 15 MAR 2020 TO H & S CO 7TH ESB 1ST MLG CAMP PENDLETON CA MONITORED COMMAND CODE 1YB FOR DUTY IN BMOS 3529.

2. PROVMAJN.

DATE DESIGNATED DIRECT AND TRANSFER MARINE TO PROCEED AND REPORT NOT EARLIER THAN 15 MAR 2020 AND REPORT NOT LATER THAN 14 APR 2020 TO H & S CO 7TH ESB 1ST MLG CAMP PENDLETON CA (MCC 1YB) FOR DUTY IN BILLET MOS 3529. PER MCO P1300.8R PARA 1102.2 SUBJECT NAMED MARINE MUST HAVE 2 YEARS OBLIGATED SERVICE UPON ARRIVAL AT THE GAINING DUTY STATION. THESE ORDERS ARE NOT AUTHORITY TO EXTEND/REENLIST EXCEPT IN ACCORDANCE WITH MCO 1040.31. IF SNM DOES NOT HAVE SUFFICIENT OBLIGATED SERVICE TO COMPLY WITH THE PRESCRIBED TOUR LENGTH AND WILL NOT EXTEND/REENLIST, DO NOT DETACH SNM AND NOTIFY MMEA VIA NAVAL MESSAGE WITHIN 20 DAYS OF RECEIPT OF ORDERS. ENSURE SERVICE RECORD, HEALTH RECORD, DENTAL RECORD, AND COPIES OF ORDERS ACCOMPANY THE MARINE. FOR RELOCATION ASSISTANCE INFORMATION PRIOR TO PCS, SEE YOUR INSTALLATION RELOCATION ASSISTANCE PROGRAM MANAGER, OR ACCESS MILITARY ONE SOURCE ON THE WEB AT WWW.MILITARYONESOURCE.COM. MARINE IS ENCOURAGED TO ACCESS THE MOST CURRENT INFORMATION ON FAMILY MEMBER TRICARE PRIME, AND TRANSFER THEIR ENROLLMENT TO THE NEW REGION VIA THE ONLINE WEB SITE AT WWW.TRICARE.MIL/ENROLLMENT. IF YOU HAVE SCHOOL AGED DEPENDENTS THAT WILL ACCOMPANY YOU ON THESE ORDERS, ENSURE YOU CHECK OUT AND CHECK IN WITH THE INSTALLATION SCHOOL LIAISONS TO ASSIST IN THE EDUCATIONAL TRANSITION OF YOUR STUDENT. A LISTING OF SCHOOL LIAISONS CAN BE FOUND AT [HTTPS://USMC-MCCS.ORG/SERVICES/FAMILY/SCHOOL-LIAISON/](https://USMC-MCCS.ORG/SERVICES/FAMILY/SCHOOL-LIAISON/).

ENCLOSURE (15)

RANK: GYSGT

NAME: JULIO S. IEZ

EDIPI: 1274270094

PMOS: 3529

PMGG: SKB

PRESENT COMMAND: 1ST/2D PLT TRUCK CO 23DMAR 4TH MARDIV BATON ROUGE LA

TRAVEL FUNDING DETAILS

Customer Identification Code: 67000219CTB9XML

TITLE	TAC	ACRN	DC	FY	APPN	SUBH	OCC	BCN	AAA	TTC	PAA	COST CODE	SDN
Travel		AA	17	9	1105	2750	217	41690	067443	2D	000000	000000000000	M7000219CT B9XML
Household Goods	M7B9	AA	17	9	1105	2750	220	41690	067443	2D	000000	M7B900000000	M7000119C B0M7B9
Non-Temp Storage	M939	AA	17	9	1105	2750	220	41690	067443	2D	000000	M93900000000	M7000119C B0M939
POV Storage	M3D9	AA	17	9	1105	2750	220	41690	067443	2D	000000	M3D900000000	M7000119C B0M3D9
POV Shipment	M779	AA	17	9	1105	2750	220	41690	067443	2D	000000	M77900000000	M7000119C B0M779

FAMILY MEMBER DETAILS

THIS INFORMATION IS LOADED DIRECTLY FROM MCTPS, ONLY DEPENDENTS AUTHORIZED TRAVEL AND TRANSPORTATION ENTITLEMENTS ARE DISPLAYED
CONTACT YOUR SUPPORTING ADMIN OFFICE FOR ANY NECESSARY CORRECTIONS TO YOUR RECORD.

<u>NAME</u>	<u>RELATIONSHIP</u>	<u>DATE OF BIRTH</u>	<u>GAIN DATE</u>	<u>LOCATION</u>
ETHAN J SANCHEZ	DEPENDENT SON	20060519	20150528	BILLINGS, MO

ORDERS HISTORY

Modification: 20200103 20200315202004141YB 00000036OA1288064

Original Order: 20190910 20200215202003161YB 00000036OA1288064

ENCLOSURE (15)

TORREY07-1 (NETPS) DIARY RETRIEVAL SYSTEM
 EBOC05 EDEPIE [REDACTED] (b)(6), (b)(7)(C)
 CYC TTC TTC DIARY/PAYROLL EFF ACT INPUT SOURCE
 NR SEQ NUMBER DATE DATE DATE
 228 0777 000 02095 20191227 20191225 20191225 00NETPS
 RUC/OSSN: 54884 DPI: 09
 ENGLISH: 20191225 REQ RET WDN 20191230
 ENCODED: 20191225
 HIST: HIST: PER CHC MHSR-4.
 PREP-ID: 1544518905M J CERT-ID: 1182951400LXR
 228 0775 011 02090 20191227 20191226 20191226 00NETPS
 RUC/OSSN: 54884 DPI: 09
 ENGLISH: 20191226 DISCH APP W/SEV 20200330 D5BL 020 PSPD/PCHAR JEA2A VA 52
 01/0000/0000 INDEX 00646 EFF 20191022 AUTH 8601
 ENCODED: 2020033000000JEA2A8601 020520100000000006462019102200
 HIST: HIST: UPON SEPARATION REPORT TTC 378-000 (RET OFF/ENL AD) TO ENSURE
 DROP OFF USMC ROLLS.
 PREP-ID: 1544518905M J CERT-ID: 1182951400LXR

PF3: FWD PF7: BACK

C O N T I N U E D

PAGE

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ENTER NEXT EDIP: MCTFS BASIC INDIVIDUAL RECORD ENTER CATG: SEQ NBR: 01/09/2020 14:02:55

84282 COMPANY CODE: I PRES-GRADE: EG RECSTAT: 0 COMP CODE: B1
PAGE: 01 PLT CODE: STAF INGRP: Q R-RECSTAT: 0 RCOMP CODE: B1

EAS: 20200320 ECC: 20200330 COMPONENT CODE: B1 ACTIVE RESERVE
EOS: 20121216 RESERVE ECC: 20200811 RESERVE COMPONENT CODE: B1 ACTIVE RESERVE


DATE OF ENL/ACCEP: 20160812 DATE ACCEPTED FIRST COMMISSION: 00000000
MANDATE: 20050629 PERD: 20050613 MANDATORY DRILL START: 00000000 END: 00000000
DATE OF ORIG ENVR: 20041217 DATE OF BASIC ELIG: 20090728 MDP EXT MO: 00

LENGTH CURR ENL: 4 YRS
LENGTH CURR EXT: 00 MOS
LENGTH CURR EXT: 21 MONTHS
NO EXT CURR ENL: 01
TOTAL MONTHS EXT: 21 MONTHS
PEF DIF CURR EXT: 00000000
MONTHS LAST CURR EXT: 00
TIME LOST CURR ENL: 0000 DAYS
SOURCE OF INT ENTRY MIL SER: C 6 YEAR OBL START: 00000000

PEF: 00 NONE
BONUS PEF:
COLLEGE FUND PEF:
MGIB-SR STATUS: C INELIGIBLE-INSUFFICI
ACTIVE DUTY MGIB STATUS: 5 OVERP CODE: 3

PF1-HELP PF3-EXIT TO TFIH MENU C O H T I N U E D
PF7/PF8-SCROLL BACK/FWD PF12-LOCAL PRINT

ENCLOSURE (16)





Send Money Add Money QR Code


Current More Payments

Activity Feed 07/28

Make and Share Payments

Pay friends and family with a Venmo account using money you have in Venmo, or link your bank account or debit card quickly



It took 10 seconds



Bank of America ✓

Transfer to your bank account

Transfer to your bank account

Transfer money to your bank

Move money from Venmo to your bank account

Security

How Venmo gets in touch

People at Venmo will never contact you in response to a phishing or other scam email or text. If you have any questions or concerns about security, email us at support@venmo.com

How Venmo helps protect your financial information

We use encryption to help protect your account details and monitor your account activity to help identify unauthorized transactions. If you suspect that your account shows unauthorized activity, contact us.

Encryption & storage

We use encryption to help protect your account details and store that information on servers at secure locations. On the web, "https" and a lock icon in the web address in your browser that are typical to see.

Account protection

If you've lost your phone or suspect that it is being used in an unauthorized way, you can protect your phone here by locking your

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ENCLOSURE (17)